



Board for Judicial Administration (BJA) Meeting

Friday, January 17, 2014 (9:00 a.m. – Noon)

Administrative Office of the Courts, 1112 Quince Street, Olympia

MEETING MINUTES

BJA Members Present:

Chief Justice Barbara Madsen, Chair
Judge Kevin Ringus, Member Chair
Judge Veronica Alicea-Galvan
Judge Vickie Churchill
Ms. Callie Dietz
Judge Stephen Dwyer
Judge Janet Garrow
Judge Judy Rae Jasprica
Judge Jill Johanson
Judge Kevin Korsmo (by phone)
Judge Linda Krese
Judge Michael Lambo
Justice Susan Owens
Judge Jeffrey Ramsdell
Judge Ann Schindler
Judge Charles Snyder
Judge Scott Sparks

Guests Present:

Mr. Jeff Amram (by phone)
Mr. Jim Bamberger
Mr. Michael Fenton
Ms. Sophia Byrd McSherry
Ms. Aimee Vance

Public Present:

Mr. Tom Goldsmith

AOC Staff Present:

Ms. Beth Flynn
Mr. Steve Henley
Ms. Shannon Hinchcliffe
Ms. Charlotte Jensen
Mr. Dirk Marler
Ms. Mellani McAleenan
Mr. Ramsey Radwan

The meeting was called to order by Judge Ringus.

December 13, 2013 Joint BJA and CMC Meeting Minutes

It was noted that Ms. Vance was listed in the minutes as both a Court Management Council member and as a guest and that her name needed to be deleted from the list of guests present.

It was moved and seconded to approve the December 13, 2013 joint BJA and CMC meeting minutes with the noted revision to remove Ms. Vance from the list of guests present. The motion carried.

DMCJA Legislative Agenda

Judge Alicea-Galvan reported that the District and Municipal Court Judges' Association (DMCJA) drafted legislation that would introduce parity between district and municipal court judges regarding closing courts during a judge's term. District courts, by law, are not allowed to be abolished during a judge's term. Municipal courts would like the same law. The law would apply to both appointed and elected judges. The legislation does not state that cities cannot contract with other courts but that it is inappropriate during mid-term to shut the court down. It is a separation of powers issue.

It was moved by Judge Snyder and seconded by Judge Lambo to support the DMCJA legislation relating to municipal court terms. The motion carried.

BJA Rule Amendments

It was moved by Judge Sparks and seconded by Judge Garrow to approve the proposed BJAR 3 amendments and to forward the revised rule to the Supreme Court Rules Committee. The motion carried.

2015-17 Budget Process

Mr. Radwan explained that, in general, the 2015-2017 Budget Development, Review and Submittal Schedule will follow the same process that was used for the 2013-2015 budget cycle. The processes are based on the type of budget request. The first track is for budget requests that impact the Administrative Office of the Courts' (AOC) budget and where the proponents seek BJA support; these requests will run through the BJA from March through June. The second track is for those budget requests that will impact the AOC budget that come from groups not directly seeking BJA support. The third track is Supreme Court, Court of Appeals, and other state judicial branch entity requests not requiring BJA approval.

Trial court funding issues could flow through the BJA or flow straight to the Supreme Court. The last few budget cycles have had trial court funding issues flow through the Trial Court Operations Funding Committee (TCOFC) which is through the BJA so their requests came through the BJA.

Mr. Radwan stated that all the budget forms are currently being finalized and the forms and instructions will be available electronically next week but they will be marked draft. A letter will be distributed to all stakeholders soon.

The first round of budget requests (preliminary budget requests) that impact AOC's budget are due March 21. The BJA will review the information in April. Information necessary for preliminary budget requests can be limited to the general idea, impacts to stakeholders, estimated dollar amount and estimated staffing requirements. In May, there will be budget presentations to the BJA by the proponents seeking BJA support for budget requests that impact the AOC budget. In June, the BJA will prioritize the budget requests and send that information to the Supreme Court Budget Committee. Final decision packages are due to the Supreme Court Budget Committee in July.

Approval of the 2015-2017 Budget Development, Review and Submittal Schedule will be on the February BJA meeting for action.

Trial Court Funding Operations Committee (TCOFC)

Ms. Hinchcliffe stated that the BJA Co-chairs received a letter from Judge Harold Clarke III regarding the TCOFC. When the BJA discussed the status of all the committees previously, it was determined that they would all continue to operate as normal.

The TCOFC has quite a few positions up for appointment.

Ms. Hinchcliffe apologized for getting this information to the BJA so late but she received the letter on Wednesday. She spoke with the BJA Co-chairs, Judge Snyder, Judge Svaren and Judge Clarke. One of the options is to repopulate the TCOFC and get moving but there is not a list of appointees at this point in time.

The BJA needs to consider whether to repopulate the TCOFC and then determine if they want to wait for the appointments to come in or if they want to appoint a Chair and let the Chair make the appointments.

It was suggested that if the BJA is going to go forward with the TCOFC that the appointment process needs to be compressed based on the budget timeline.

It was moved by Judge Snyder and seconded by Judge Schindler to suspend the rules and vote on this today. The motion carried.

It was moved by Justice Owens and seconded by Judge Schindler with an amendment by Judge Snyder and seconded by Judge Ramsdell to 1) appoint Judge Ramsdell as the Chair of the TCOFC to replace Judge Clarke for the SCJA and 2) reappoint, regardless of eligibility, the other positions whose terms expired at the end of 2013 to terms through the end of 2014 with the provision that if a member does not want to continue, the associations will appoint someone to fill that slot. The motion carried.

The BJA will ratify the appointments at the February meeting.

Legislative Report

Ms. McAleenan reported that the BJA legislative reception went well. There is also a lawyer-legislator luncheon next week that is sponsored by the judicial branch agencies. The goal of the luncheon is to build relationships.

The Mason County Superior Court judge bill was heard in both the House and Senate this week.

There is definitely some *McCleary* angst and another bill was dropped regarding reducing the size of the Supreme Court. Senator Mike Padden has scheduled a hearing on the bill next week. There was a commission effort in 1996 that determined that reducing the size of the court is not a good idea.

For the juvenile records bill, AOC staff spent a lot of time with Representative Kagi and legislative staff over the summer. This is a good example of how we can do things in the future in terms of presenting educational opportunities. AOC and legislative staff have discussed the fact that a three-year implementation is not long enough to lower the cost of the fiscal note, and legislative staff understands that.

Juvenile Records Presentation

Ms. Dietz stated that AOC staff have worked with Representative Ruth Kagi and her staff to educate them on the JIS system and how complicated it is. In addition, they explained to Representative Kagi how changes in the bill can impact the fiscal note.

Ms. Jensen provided a PowerPoint presentation that illustrated how data is stored in the Judicial Information System and how other computer programs and entities interact with the system, making it extremely difficult and time-consuming to make the changes required in the juvenile records bill.

The original system was built in 1977 using COBOL and it is not easy to change. When dealing with COBOL, making one change has a ripple effect that can affect a minimum of 42 screens. If there is a program that scrapes the date of birth information from specific lines of data and then a line of data is added to accommodate a requested change to the program, it will impact many different programs.

Ms. Dietz explained that it would take 20 people working full-time two years to make the changes requested in the juvenile records bill; that is, if AOC could find 20 people who could work in COBOL.

Committee Meetings

The BJA meeting was adjourned for the interim standing committee meetings. Time will also be added to the February BJA meeting agenda so the interim standing committees can meet.

Other Business

The next BJA meeting will be on February 21 at the AOC SeaTac office.

Recap of Motions from January 17, 2014 meeting

Motion Summary	Status
Strike Ms. Vance from the list of guests in attendance and approve the corrected December 13, 2013 BJA meeting minutes.	Passed
The BJA will support the DMCJA bill regarding municipal court terms.	Passed
The BJA approves the proposed amendments to BJAR 3.	Passed
The BJA suspended the rules so they could 1) appoint Judge Ramsdell as the Chair of the TCOFC to replace Judge Clarke for the SCJA and 2) reappoint, regardless of eligibility, the other positions whose terms expired at the end of 2013 to terms through the end of 2014 with the provision that if a member does not want to continue, the associations will appoint someone to fill that slot.	Passed

Action Items from the January 17, 2014 meeting

Action Item	Status
<u>December 13, 2013 BJA Meeting Minutes</u> <ul style="list-style-type: none"> • Strike Ms. Vance from the list of guests in attendance • Post the minutes online • Send minutes to the Supreme Court for inclusion in the En Banc meeting materials 	Done Done Done
<u>DMCJA Legislative Agenda</u> <ul style="list-style-type: none"> • Support the DMCJA bill regarding municipal court terms 	
<u>BJAR 3 Amendments</u> <ul style="list-style-type: none"> • Create Cover Sheet • Forward to the Supreme Court Rules Committee 	
<u>2015-17 Budget Process</u> <ul style="list-style-type: none"> • Add to February BJA meeting agenda for action 	Done
<u>TCOFC</u> <ul style="list-style-type: none"> • Notify Ms. Regina McDougall of the motion by the BJA to appoint Judge Ramsdell to replace Judge Clarke and to reappoint the other TCOFC members unless they do not wish to be reappointed • Add to February BJA meeting agenda to ratify the TCOFC appointments 	Done Done
<u>BJA Committee Next Steps</u> <ul style="list-style-type: none"> • Add breakout meetings to February meeting agenda 	Done